

WORK IN LITHUANIA PROGRAMME TERMS OF MEMBERSHIP

1 MEMBERSHIP AGREEMENT

This document refers to general terms of membership of the *Work in Lithuania* programme (hereinafter referred to as The **Programme**).

VšĮ *Investuok Lietuvoje* (hereinafter referred to as IL) is the legal person responsible for the administration of The Programme. IL is not responsible for any personal data placed on The Programme's website (hereinafter referred to as The Portal); members of The Programme bear sole responsibility for any personal data processed in Lithuania (should there be any such data).

2 GENERAL INFORMATION

The Programme was created with the aim of providing highly qualified specialists with information about work opportunities in Lithuania, living conditions in Lithuania, and any other relevant and necessary information that may be useful when planning to move to Lithuania.

3 WHO CAN JOIN THE PROGRAMME?

Membership of The Portal is open to any employers – legal persons who are looking for highly qualified specialists and wish to employ them in Lithuania, as provided in Point 5.2 hereunder. Each member of The Portal has a profile where it places information about itself as an employer and available vacancies. Each member is provided with access to the Portal Content Management System where all information about The Portal member can be provided and work advertisements can be placed. The member is responsible for its profile content and must ensure that the content complies with all legal requirements.

Membership is valid until cancellation by the member or termination by IL in accordance with the terms set out in Point 5.3 or Section 8 hereunder.

4 MEMBERSHIP

By consenting to these terms you hereby make an agreement with IL regarding Programme membership and assume all the obligations provided herein.

By joining the Programme, you undertake to carefully read the terms and comply therewith. You also undertake to provide IL with correct and accurate information during the registration process, and to update this information in a timely manner if it changes.

5 RIGHTS AND OBLIGATIONS

5.1 Your rights as a member of The Programme

Once IL provides you with access to the Portal Content Management System you have the right to place and delete job offers on this portal. Your profile will be set up by IL and will be based on the information provided by you. Your profile may contain any information about your company, but you bear full responsibility for the information contained in your profile and its conformity to all orders set by law.

You have the right to provide comments about the functionality of The Portal, including to make suggestions regarding its improvement, etc.

5.2 Your obligations as a member of The Programme

You undertake to appoint one responsible person who will administer your profile, including placing and updating your profile and any job offers. You must maintain regular contact with IL and provide any information required for The Programme.

You also undertake to regularly place job offers on the Portal. The job offers placed on the Portal must meet the following requirements:

- ✓ The salary offered must be not less than EUR 1,000 (net);
- ✓ The job offers must be intended for highly qualified specialists;
- ✓ The job position must be located in Lithuania;
- ✓ The job offers must be placed on The Portal in English;
- ✓ You undertake the responsibility to be flexible in organizing interviews (for example, via skype or other online platforms);
- ✓ When you receive an application for a work position, you undertake to inform the applicant about his or her application status when a decision is made or the position is closed.

You will have to monitor the results of The Programme and regularly (at least 4 times per year) provide IL with information such as the number of applications received from The Portal and the number of employees hired from these applications.

5.3 The rights of IL as The Programme administrator

As administrator of The Programme, IL has the following rights:

- ✓ to unilaterally terminate your Programme membership if you fail to comply with these terms and to cooperate with IL, if information placed in your profile does not meet the requirements set by law, or if your profile has been inactive or has not been updated for a long time;
- ✓ to provide inquiries to you and to receive requested information from you;
- ✓ to ask that you correct, supplement or update your profile;
- ✓ to delete, upon prior notification, any content from your profile which does not meet the requirements set by law .

5.4 The obligations of IL as The Programme administrator

As administrator of The Programme, IL undertakes to:

- ✓ administer The Programme, launch required updates, and place relevant information and news related to moving to Lithuania on The Portal;
- ✓ eliminate all errors related to performance of The Portal;
- ✓ regularly disseminate information about The Programme to a targeted audience;
- ✓ communicate regularly with Programme members, including informing them of planned changes and marketing campaigns;
- ✓ organise marketing and publicity campaigns in order to ensure the flow of users to The Portal;
- ✓ reply to user inquiries received via The Portal.

6 NOTIFICATIONS

Communication with IL regarding The Programme must be carried out using the following contacts:

✉ info@workinlithuania.lt

☎ **+370 5 204 78 35**

7 CHANGE OF TERMS

IL reserves the right to change these terms at its discretion provided it gives 10 days' notice to Programme members. Any notification about changes to the terms will be placed on The Portal in the Content Management System. Members will always be able to find the latest version of these terms in the Portal Content Management System when they connect to their account.

8 TERMINATION

If you fail to comply with these terms or deliberately try to use The Portal in any other improper way, IL reserves the right to terminate your membership or to block your profile at any time.

9 CANCELLATION

You can cancel your membership or delete your profile at any time provided you give 10 days' notice to IL.

10 OTHER PROVISIONS AND CHOICE OF APPLICABLE LAW

These terms shall be construed in accordance with legislation of the Republic of Lithuania. All disputes related to the Programme shall be settled in the courts of the Republic of Lithuania.